SPECIAL ASSESSMENT COMMISSION MEETING - 8/11/2026 AGENDA

Tuesday, August 11, 2026 at 5:00 PM MT
City Hall – 38 1st Street West Dickinson, ND 58601

Commissioners:
President: Adam Brezinski
Suzi Sobolik
Ryan Ernst

CALL TO ORDER

ROLL CALL

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

2. ADMINISTRATION / FINANCE

A. Special Assessment Commission Meeting Minutes - June 24, 2026 (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve

B. 202703 - 2027 Watermain Replacement Project (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve

3. ADJOURNMENT

CITY OF Dickinson North Dakota | ENGINEERING

Memorandum

Date: 10/31/2024
Author: Josh Skluzacek

RE: Concrete Repair and Removal Standard Operating Procedure for Projects

Remarks

The following guidelines are used for determining concrete replacements in projects where concrete improvements are assessed back to the adjacent landowner. Concrete meeting any of the following conditions is to be marked for replacement. These standards are intended to follow ASTM D6433 when determining the types and severity of distresses

- Distress Types Requiring Replacement
  - Cracking
    - Uncontrolled cracks that have separated by more than 0.25-inchs or have a horizontal offset of greater than 0.5-inches. Additionally, cracks that are starting to experience chipping along the length of the cracks.
    - Concrete has multiple cracks, including a single longitudinal separating crack.
    - A minimum of 2 five-foot-long panels may left in place between panels that are designated for removal
    - A route and seal of all cracks being less than defined above shall be utilized. Five or more cracks in a single segment of curb and gutter is to be replaced. Three or more cracks in a single panel of sidewalk is to be replaced.
  - Spalling and Pop-outs
    - Concrete with 25% or more spalling/scaling.
    - Pop-outs that cover more than 25% of the surface and result in an uneven surface or are extremely unsightly.
    - Spalling and pop-outs greater than 0.25-inches deep and 9-square inches or more shall be repaired. No vertical face spall repairs are allowed.
    - If the spalling and pop-out depth is great than 1/3 of the concrete thickness, the concrete shall be replaced and not repaired.
  - Damaged (Blow up, Corner Break, Divided Slab, Faulting)
    - Damaged concrete that has any deficiencies listed above shall be removed.
    - Use engineering judgement to determine if curb and gutter with minor snowplow damage without drainage concerns may be left in place. In general

curb and gutter having a “snow plow chip greater than .5” deep or over 18 square inches in area shall be replaced.

- ADA Compliance
    - Sidewalk panels with greater than 0.25-inch vertical edge is considered a tripping hazard; typically, the panel that has settled is replaced.
    - If pedestrian ramp is not present at an intersection, ADA ramps shall be installed. Two sidewalk panels are typically removed for the ramp on a relatively flat grade. Use engineering judgment and follow ADA guidelines in areas with steep grades.
    - If pedestrian ramps are present, ramps are left in place if in good condition and do not otherwise warrant replacement.
    - If the sidewalk or driveway has more than a 2% cross slope section should be replaced. This may not be economically possible or require going off the Right of Way. Use judgement to validity.
- Drainage Issues
    - Concrete that is settled and holding water or causing a lack of drainage flow on the pavement.
    - Curb and gutter radii where new valley gutters are proposed.
    - Sidewalk and curb & gutter where trench drains are required.
    - Concrete that has had elevations impacted by tree roots.
- Designed Changes to Curb and Gutter
    - If there is a grade change required to provide positive drainage or improve a vertical or horizontal curve, these changes are not to be special assessed to the property owners.

Note: In some instances, there may be longer stretches of concrete replacement with one sidewalk panel or curb section that is questionable. In these cases, use engineering judgement to determine if the entire length should be replaced. i.e. saving segments of 5-feet or less should be considered from a constructability standpoint.

Apex Engineering Group

Water | Transportation| Municipal | Facilities

Preliminary Engineering Report

2027 WATERMAIN REPLACEMENT PROJECT

SPECIAL IMPROVEMENT DISTRICTS NO. 202703-01

CITY OF Dickinson North Dakota

Apex Engineering Group

Water | Transportation| Municipal | Facilities

Preliminary Engineering Report

2027 Watermain Replacement Project

Special Improvement Districts 202703-01

City of Dickinson Project No. CIP 202703
Apex Project Number 25.107.0241

Certification

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of North Dakota.

James Kiedrowski
Typed or Printed Name

PE-10763
License Number

August 2026
Apex Engineering Group, Inc.
204 Sims St. – Suite 201
Dickinson, ND 58601

1.01 PROJECT BACKGROUND

This Special Improvement District (SID) 202703-01 is proposed to be constructed as part of the 2027 Watermain Replacement Project identified as City of Dickinson Project Number 202703. The project is included in the City's 2027 budget.

1.02 PROPOSED PROJECT IMPROVEMENTS AND PROJECT LIMITS

The 2027 Improvement Project will be constructed on the following streets:

- 202703-01
  - 2nd Avenue W – 2nd Street W to 3rd Street W
  - 2nd Avenue W – 6th Street W to 7th Street W
  - 1st Avenue E – 2nd Street E to 3rd Street E

In summary, the project will include watermain replacements in areas where existing pipes are Cast Iron, along with lead service line replacements to improve water quality and system reliability. Sewer spot repairs will be completed to address localized defects and prepare the system for future sewer relining by the city. Storm sewer improvements may also be included as part of the downtown drainage improvements. In addition, the project will include concrete improvements such as sidewalk and ADA-compliant ramps, as well as an asphalt mill and overlay or full pavement reconstructs to the roadway surface. Together, these upgrades will enhance utility performance, extend infrastructure life, and improve safety and accessibility for residents.

1.03 PROJECT JUSTIFICATION

The proposed SID will replace deteriorating driveways and sidewalks as well as correct deficiencies on pedestrian facilities where practical. The street maintenance portion of the project will correct poor drainage along curb and gutter sections that have settled and deteriorated and upgrade pavement conditions.

Creating the SID is in accordance with the City's Special Assessment Policy (see Appendix A). The policy was approved (Resolution 29-2026) by the City Commission on July 7, 2026. The Policy gives the City authority to assess for constructing sidewalks and driveway aprons in conjunction with street maintenance projects. The costs associated with repair and replacement of curb, gutter and accessibility ramps will be funded under the pavement maintenance budget.

1.03.1 SANITARY AND STORM SEWER IMPROVEMENTS

The project will include targeted sewer main spot repairs to address isolated sections of deteriorated or damaged sewer pipe within the project area. These repairs are necessary to prevent blockages, reduce inflow and infiltration, and ensure reliable sewer service for nearby residents. Completing these spot repairs will help stabilize the system and extend the life of the existing infrastructure, allowing the city to efficiently plan for future comprehensive sewer relining. By addressing the most critical issues in advance, the City can minimize disruptions,

improve service performance, and ultimately reduce long-term maintenance costs for the community.

Also included in this project is a storm sewer improvement on 2nd Avenue West between 2nd Street West and 3rd Street West. These improvements are being done in conjunction with the Dickinson Downtown Drainage project and will include an upsizing of the storm main, new inlets and new manholes. The purpose of including just this section in the 2027 Watermain Replacement Project is to ensure all underground utilities are up to date before construction of a new roadway above.

1.04 SCHEDULE AND OPINION OF COST

Construction is scheduled for summer of 2027, with the bid opening anticipated for November 2026. The preliminary opinion of construction cost for the utility and street improvement portion of the project that will be included in the Special Improvement District is shown in Appendix B while specific parcel assessments for the SID are shown in Appendix C.

1.05 SID MAPS AND ESTIMATED SPECIAL ASSESSMENTS

The proposed SID boundary for the district is shown in Appendix C, along with detailed information for each district. Appendix C includes an overall layout identifying the related subdivisions and adjacent streets, as well as preliminary plan-view drawings illustrating the proposed improvements for each parcel based on field observations or anticipated areas of utility improvements. Preliminary SID assessment tables summarizing the improvements and estimated costs for each parcel are also provided in Appendix C.

APPENDIX A

CITY OF DICKINSON SPECIAL ASSESSMENT POLICY

Special Assessment Policy

City of Dickinson, ND

Approved: July 7, 2026

Effective: July 7, 2026

TABLE OF CONTENTS

1.0 INTRODUCTION

1.1 PREFACE

Chapter 40 of the North Dakota Century Code authorizes cities in North Dakota to use special assessments as a method to fund public improvements, such as water supply systems, sewer systems, streets, flood protection, sidewalks, trees, storm sewers. According to N.D.C.C. 40-22-01.2, cities with a population exceeding 10,000 population shall adopt written policies which will be applied for cost allocation among properties benefitting by a special assessment project. This special assessment policy is intended to provide guidance to the City of Dickinson (City) Staff, Special Assessment Commission, and City Commission. In accordance with the N.D.C.C., the City will levy and apportion special assessments in a reasonable, equitable manner consistent with the procedural process and substantive case law governing the levy and apportionment of the special assessment as determined by the North Dakota Supreme Court.

The City utilizes special assessments as a method to pay for public improvements that affect benefiting properties. Improvements in the public right-of-way and dedicated public easements are considered public improvements if they meet the City's design standards. The costs of the improvements are allocated to the parcels/lots that benefit from these improvements.

1.2 PURPOSE AND RESPONSIBILITIES

The City recognizes that each and every special assessment district and the properties therein can have unique facts and circumstances and the methodologies set forth herein is intended to provide guidance to the City of Dickinson Staff, Special Assessment Commission, and City Commission.

1.3 USE OF THE SPECIAL ASSESSMENT POLICY

The special assessment policy is intended to be used for standardization of special improvement district creation and scope of work and cost allocation. As a result, the City of Dickinson Staff, Special Assessment Commission, and City Commission may deviate from this Special Assessment Policy if the facts and/or circumstances warrant such departures.

The project special assessment scopes of work that are included in the special assessments to the parcel/lot owners are: sidewalks along the parcel/lot frontage – both new and repair and/or replacements, driveway approaches to the right-of-way limits – both new and repair and/or replacements. Sidewalks and driveway approaches that are required to be removed and replacement due to the replacement of existing underground infrastructure is to be included. Settlements and/or heaves in sidewalks and driveway approaches are included in the special assessments.

The project special assessment scopes of work that are not included in the special assessments to the parcel/lot owners are: Americans with Disabilities Act (ADA) pedestrian ramps – including the required sloping to catch grade to the sidewalks and/or driveway approaches, where new

engineering attributes are being added such as: new storm drain mains and inlets, new water mains and appurtenances, new sanitary sewer mains and appurtenances.

Typically, projects eligible for Federal Highway Administration urban funding and/or urban regional funding have not utilized special assessments to the parcel/lot owners. These are roadways classified with as Collector, Minor Arterial, and Principal Arterial.

Where at the discretion of the City Engineer, some Collector streets that include large percentages of residential uses may be eligible to include the special assessments to the parcel/lot owner as described above.

Also, where at the discretion of the City Engineer, sidewalk installation is not feasible or deemed a sidewalk to nowhere are not to be mandated to be installed.

1.4 PROCEDURES

This special assessment policy is not intended to limit innovation or creativity, particularly when such efforts result in more efficient solutions. Departure from the required standards shall be determined by the City Engineer on a per project basis.

1. Interest Rate Determination
    a. For all special assessment districts proposed for the following year's construction season, the average daily 10-year Treasury Yield interest rate for the month of September shall be calculated.
2. Order of Steps / Tasks
    a. Project Engineering Report – N.D.C.C.
        i. Benefits section to be reviewed by City Attorney annually
    b. SID Project Engineering Report Determination at Special Assessment Commission - N.D.C.C.
        i. Not a public hearing
    c. Project Frequently Asked Questions document – Optional, but City typically prepares and delivers this.
    d. Resolution to begin protest period at City Commission – N.D.C.C.
        i. Not a public hearing
    e. Legal advertisement for protest period – N.D.C.C.
    f. SID letter with parcel/lot estimate – N.D.C.C.
    g. SID Public Engagement Meeting – Optional, but the City provides this.
    h. SID Public Hearing to Determine Protests at City Commission – N.D.C.C.
        i. SID Protest Information – Parcel ID and Parcel/Lot acreage and totals
    i. If SID is approved, the City Engineer is authorized to proceed with finalizing the project plans and specifications, and the project will be put out to bid.
    j. SID Post Construction Actuals letter – Optional, but the City provides this.
    k. SID Assessment Certification to Stark County – N.D.C.C.

i. Due by October each year. The City of Dickinson must provide the prior year's construction season assessment certification by October of the following year after construction has concluded.

1.5 BENEFITS

The special assessment for each parcel/lot may not exceed the amount of benefit received by that particular parcel/lot.

Utility System Improvements

There are many benefits to a publicly operated water system for an urban community. The water treatment and distribution systems ensure a consistent, reliable supply of potable water to residential, commercial, and industrial properties, meeting the diverse needs of the population. The system is centrally maintained by municipal authorities, who are responsible for inspections, repairs, and upgrades, ensuring water quality and reducing the burden on individual property owners. Water distribution systems are designed to handle varying demand levels, making them scalable to accommodate population growth and future urban development. Additionally, they enhance public health and safety by providing a clean and safe water supply, crucial for drinking, sanitation, and fire protection services. A water distribution system thus increases property values and supports the economic growth of a community by offering dependable and long-term access to clean water, which is essential for both daily life and business operations.

The alternative to a municipal water distribution system is the use of individual wells. However, individual wells pose several challenges, particularly in urban areas. Wells require significant space for installation, making them impractical in densely populated neighborhoods. Moreover, the quality and quantity of water from individual wells can vary depending on local groundwater conditions, often requiring additional filtration systems or treatment to ensure safe drinking water. Wells also place the maintenance responsibility entirely on property owners, including costs related to water testing, pump maintenance, and potential repairs. Given these limitations, individual wells are not a practical solution within city limits, but they can be used as a cost benchmark for quantifying the expenses property owners would face in the absence of a water distribution system.

Owning and maintaining a well system over 25 years comes with a variety of expenses. These include:

- Installation Costs
- Pumping and Routine Maintenance
- Repairs and Component Replacement
- Electricity Costs
- System Failure or Well Replacement

The capital and maintenance costs of a well system would cost at least $30,000 and upwards to $100,000 depending on many variables.

A failed water main system can cause significant damage to properties, potentially resulting in structural damage and loss of personal belongings. It is important to note that the water distribution system costs within the Special Improvement District are not being assessed to property owners which further increases the benefits to the property owners.

Roadway Paving and Incidentals

Roadway pavement is essential to ensuring safe and efficient transportation within urban communities. A well-maintained paved road network improves vehicle and pedestrian safety by providing a smooth, stable surface that reduces the risk of accidents and vehicle damage caused by uneven or unpaved roads. Proper pavement also improves traffic flow, reducing congestion and travel time for residents and businesses, thereby enhancing overall quality of life. Additionally, paved roads are more durable and resilient to weather conditions, preventing issues like erosion, dust, and water pooling, which can degrade unpaved surfaces over time and lead to costly repairs.

Unpaved roads, while potentially less costly to install initially, are impractical in urban environments due to their high long-term maintenance costs, susceptibility to weather damage, and poor durability under heavy traffic. Unpaved roads require frequent grading to remain passable, and they deteriorate quickly in adverse weather, leading to erosion, dust, and potholes. These factors not only increase ongoing maintenance costs but also result in poor road conditions that can negatively impact property values, vehicle repair costs, and public safety. While unpaved roads are not a practical solution for urban areas, they serve as the only feasible alternative for comparison in evaluating the costs and benefits of paved road improvements within urban improvement districts. Unpaved roadways do not meet the International Fire Code within urban areas.

Unpaved roads require significant ongoing maintenance to keep them functional. Over a 25-year period, the costs of maintaining an unpaved roadway include regular grading, dust control, erosion management, and resurfacing. Below is a breakdown of key expenses: Initial Installation, Costs, Routine Maintenance, Grading, Dust Control, Resurfacing, Vehicle Damage, and Safety Implications. Additional costs to consider are related to delay time to the average use of the roadway.

Pavement preservation is a proactive approach that involves a series of low-cost, preventative maintenance treatments aimed at protecting our roadway network, extending pavement life, and meeting the needs of our citizens. While no pavement lasts forever, the timely application of these treatments can significantly extend the lifespan of the pavement, resulting in substantial cost savings.

The following pavement rehabilitation strategy is from the City of Dickinson's 2023 Pavement Management Report (MDS Technologies, Inc., February 1, 2024):

Rehabilitation Programs and Budget Analysis

Effective management of a pavement network involves understanding how pavements deteriorate over time and applying appropriate maintenance and rehabilitation treatments at critical times in the life of a pavement to minimize the long-term cost of maintaining the network at a desirable condition level. The concept of pavement management is illustrated in Figure 4 below. Figure 4 shows that pavements typically do not deteriorate linearly. A pavement may experience only a 40 percent drop in quality over the first 70 percent of its life. During this time the life of a pavement may be extended significantly through the periodic application of relatively low-cost maintenance treatments. This is represented by the "shark-fin" shaped curve in the upper-right of the figure.

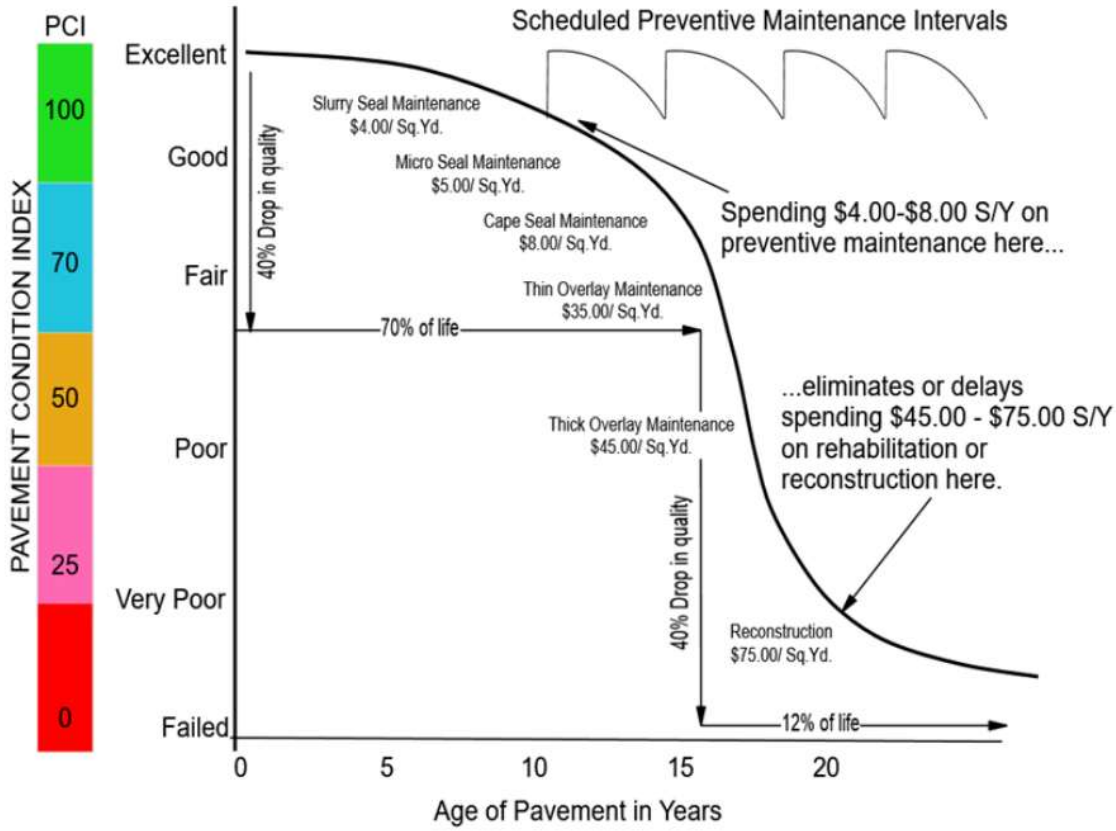

Figure 4: Pavement Management Concept and Effect of Timely Maintenance

A failed roadway system not only requires costly repairs but also lead to indirect expenses for road users, including vehicle damage, increased fuel consumption, and more frequent maintenance needs. By implementing timely pavement preservation projects, smoother road surfaces are maintained, reducing these additional costs for the adjacent landowners. The pavement within the Special Improvement District existed prior to this project. However, the

improvements are necessary due to required water system improvements. It is important to note that the surface costs within the Special Improvement District are not being assessed to property owners which further increases the benefits to the property owners.

APPENDIX B

OPINION OF PROBABLE CONSTRUCTION COST

Apex Engineering Group

OPINION OF PROBABLE COSTS

Project:	2027 Watermain Replacement Project	Basis for Estimate	Sheet 1 of 1
	City of Dickinson	___ No Design Completed	
Location:	Dickinson, North Dakota	X Preliminary Design	
Date Prep:	August 5, 2026	___ Final Design	
Project No.	25.107.0241	Estimator: JSK	

Item No.	Description	Unit Measurement	Per Unit		No. Units	Total
1	GENERAL CONDITIONS	LS	$ 77,000.00		1	$ 77,000.00
2	MOBILIZATION	LS	$ 121,000.00		1	$ 121,000.00
3	TRAFFIC CONTROL	LS	$ 20,000.00		1	$ 20,000.00
4	EROSION CONTROL	LS	$ 20,000.00		1	$ 20,000.00
5	INLET PROTECTION-SPECIAL TEMPORARY	EA	$ 230.00		12	$ 2,760.00
6	TEMPORARY WATER SERVICE	LS	$ 60,000.00		1	$ 60,000.00
7	REMOVE HYDRANT	EA	$ 1,000.00		4	$ 4,000.00
8	REMOVE AND SALVAGE GV (ALL SIZES)	EA	$ 1,000.00		5	$ 5,000.00
9	REMOVAL OF BITUMINOUS SURFACING	SY	$ 7.40		4,661	$ 34,491.40
10	REMOVAL OF CONCRETE (ALL TYPES)	SY	$ 15.00		635	$ 9,525.00
11	REMOVAL OF CURB & GUTTER	LF	$ 10.50		1,314	$ 13,797.00
12	ROCK EXCAVATION	CY	$ 84.00		40	$ 3,360.00
13	EXPLORATORY EXC. WATER SERV.	EA	$ 2,940.00		3	$ 8,820.00
14	REGRADE SEWER SERVICE	LF	$ 200.00		60	$ 12,000.00
15	SANITARY SEWER MAIN CROSSING	EA	$ 3,780.00		1	$ 3,780.00
16	SANITARY SEWER SERVICE CROSSING	EA	$ 1,365.00		18	$ 24,570.00
17	STORM SEWER CROSSING	EA	$ 14,175.00		2	$ 28,350.00
18	STORM SEWER PIPE - 15IN RCP	LF	$ 130.00		145	$ 18,850.00
19	STORM SEWER PIPE - 18IN RCP	LF	$ 200.00		109	$ 21,800.00
20	STORM SEWER PIPE - 30IN RCP	LF	$ 300.00		64	$ 19,200.00
21	STORM SEWER PIPE - 36IN RCP	LF	$ 330.00		91	$ 30,030.00
22	STORM SEWER PIPE - 48IN RCP	LF	$ 360.00		214	$ 77,040.00
23	MANHOLE 72IN	EA	$ 18,000.00		2	$ 36,000.00
24	MANHOLE 96IN	EA	$ 20,000.00		1	$ 20,000.00
25	INLET - TYPE 2	EA	$ 7,000.00		4	$ 28,000.00
26	INLET - TYPE 2 DOUBLE	EA	$ 9,345.00		3	$ 28,035.00
27	8" PVC (C900) WATERMAIN	LF	$ 131.00		1,030	$ 134,930.00
28	6" PVC (C900) WATERMAIN	LF	$ 121.00		75	$ 9,075.00
29	8" GATE VALVE & BOX	EA	$ 7,560.00		6	$ 45,360.00
30	6" GATE VALVE & BOX	EA	$ 5,250.00		5	$ 26,250.00
31	1" POLY SERVICE LINE	LF	$ 89.00		962	$ 85,618.00
32	1" CURB STOP & BOX	EA	$ 1,050.00		30	$ 31,500.00
33	6" STANDARD HYDRANT	EA	$ 10,500.00		4	$ 42,000.00
34	8" SLEEVE	EA	$ 9,450.00		6	$ 56,700.00
35	8" SADDLE & CORP	EA	$ 1,129.00		30	$ 33,870.00
36	WATER MAIN CONNECTION (ALL SIZES)	EA	$ 8,190.00		6	$ 49,140.00
37	FITTINGS (MJ TO MJ)	LB	$ 11.60		3,315	$ 38,454.00
38	TYPE A-LEAD SERVICE REPLACEMENT	EA	$ 5,775.00		33	$ 190,575.00
39	TYPE B-LEAD SERVICE REPLACEMENT	EA	$ 8,400.00		14	$ 117,600.00
40	TYPE C-LEAD SERVICE REPLACEMENT	EA	$ 11,025.00		14	$ 154,350.00
41	SUBGRADE PREPARATION 12 IN	SY	$ 8.00		4,661	$ 37,288.00
42	GEOSYNTHETIC MATERIAL TYPE G	SY	$ 4.20		4,661	$ 19,576.20
43	GEOTEXTILE FABRIC TYPE R1	SY	$ 4.00		4,661	$ 18,644.00
44	AGGREGATE BASE COURSE - CL5	TON	$ 83.00		1,457	$ 120,931.00
45	HMA OVERLAY (SUPERPAVE FAA 43)	TON	$ 220.00		1,036	$ 227,920.00
46	ASPHALT CEMENT (PG58H-34)	TON	$ 800.00		63	$ 50,400.00
47	CURB & GUTTER	LF	$ 69.30		1,314	$ 91,060.20
48	CURB-TYPE I	LF	$ 69.30		60	$ 4,158.00
49	CONCRETE SIDEWALK (4")	SY	$ 150.00		407	$ 61,050.00
50	CONCRETE DRIVEWAY (6")	SY	$ 190.00		161	$ 30,590.00
51	DETECTABLE WARNING PANELS	SF	$ 35.00		80	$ 2,800.00
52	ADJUST MANHOLE	EA	$ 1,470.00		4	$ 5,880.00
53	ADJUST GATE VALVE	EA	$ 1,155.00		11	$ 12,705.00
54	SEEDING - LUMP SUM	LS	$ 50,000.00		1	$ 50,000.00
				Subtotal		$ 2,475,832.80
				Contingency (6%)		$ 148,567.20
				Total		**$ 2,624,400.00**

APPENDIX C

SID NO. 202703-01 DISTRICT MAP, PLAN DRAWINGS AND ASSESSMENT TABLE

LEGEND

- SPECIAL IMPROVEMENT DISTRICT (SID) BOUNDARY
- TAX PARCEL
- DICKINSON ORIGINAL PLAT
- HILLIARD & MANNING FIRST

N

0 150' 300'

SCALE: 1 INCH = 300 FEET

PRELIMINARY NOT FOR CONSTRUCTION

REVISIONS

Issue #	Description	Date

CITY OF Dickinson North Dakota

2027 WATERMAIN REPLACEMENT PROJECT SPECIAL IMPROVEMENT DISTRICT 202703-01 DISTRICT MAP

Apex Engineering Group
Bismarck - Detroit Lakes - Dickinson - Fargo - St. Cloud
204 Sims Street, Suite # 201
Dickinson, North Dakota 58601
Office: 701-264-3939
www.apexenggroup.com

Project #: 25.107.0241
Date: August 2026
Drawn By: JSK
Checked By: JSK
Approved By: SS

Sheet: SID

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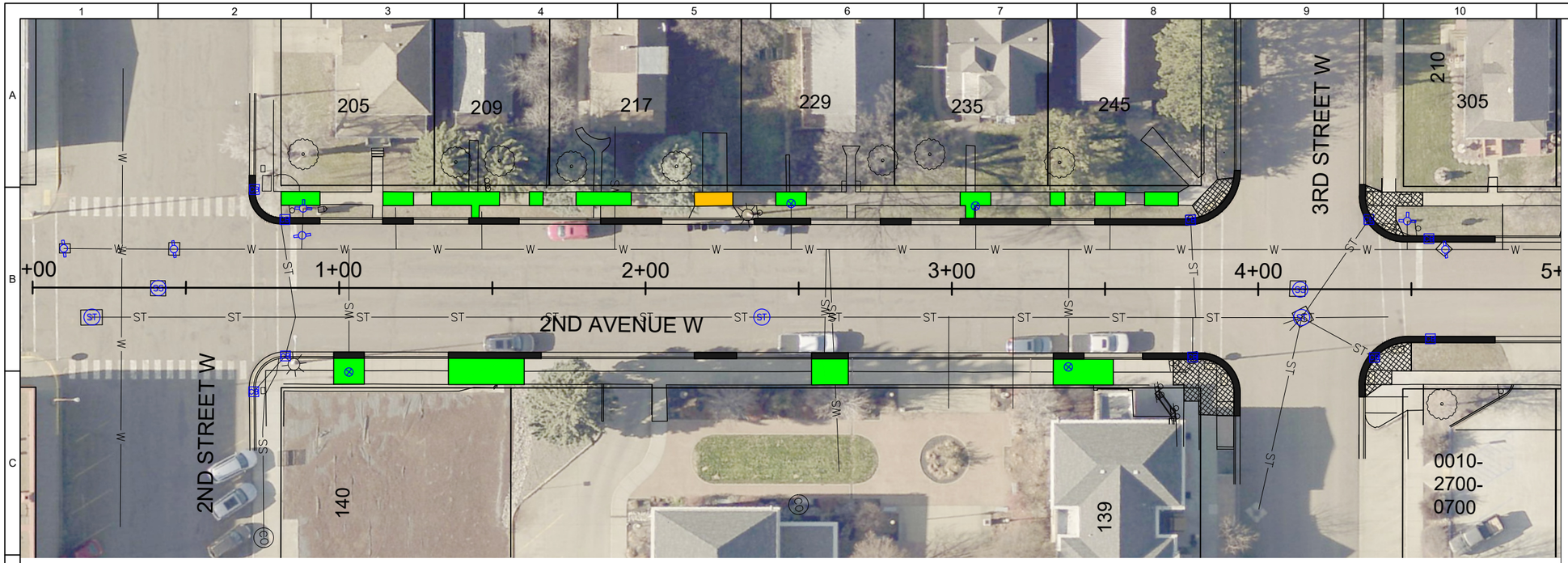

LEGEND

- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- NON-SID CURB & GUTTER
- NON-SID CONCRETE
- BOULEVARD RESTORATION
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING CURB STOP
- EXISTING MANHOLE
- EXISTING INLET
- EXISTING WATERMAIN

N

0 20' 40'

SCALE: 1 INCH = 40 FEET

PRELIMINARY
NOT FOR
CONSTRUCTION

REVISIONS

Issue #	Description	Date

CITY OF Dickinson North Dakota

2027 WATERMAIN REPLACEMENT PROJECT
SPECIAL IMPROVEMENT DISTRICT 202703-01
2ND AVENUE W

Apex Engineering Group

Bismarck - Detroit Lakes -
Dickinson - Fargo - St. Cloud
204 Sims Street, Suite # 201
Dickinson, North Dakota 58601
Office: 701-264-3939
www.apexenggroup.com

Project #: 25.107.0241
Date: August 2026
Drawn By: CK
Checked By: JSK
Approved By: SS

Sheet:

SID-1

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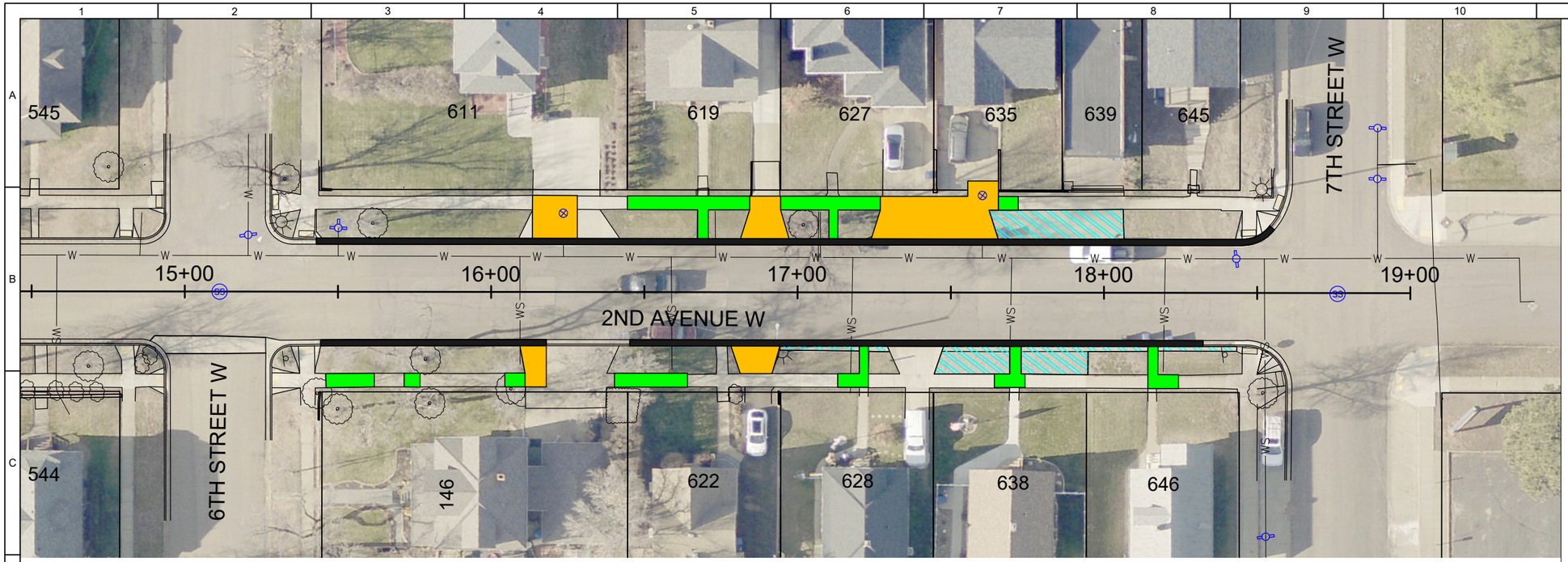

LEGEND

- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- NON-SID CURB & GUTTER
- NON-SID CONCRETE
- BOULEVARD RESTORATION
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING CURB STOP
- EXISTING MANHOLE
- EXISTING INLET
- EXISTING WATERMAIN

N

0 20' 40'

SCALE: 1 INCH = 40 FEET

PRELIMINARY NOT FOR CONSTRUCTION

REVISIONS

Issue #	Description	Date

CITY OF Dickinson North Dakota

2027 WATERMAIN REPLACEMENT PROJECT
SPECIAL IMPROVEMENT DISTRICT 202703-01
2ND AVENUE W

Apex Engineering Group
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Project #: 25.107.0241
Date: August 2026
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Sheet: SID-2

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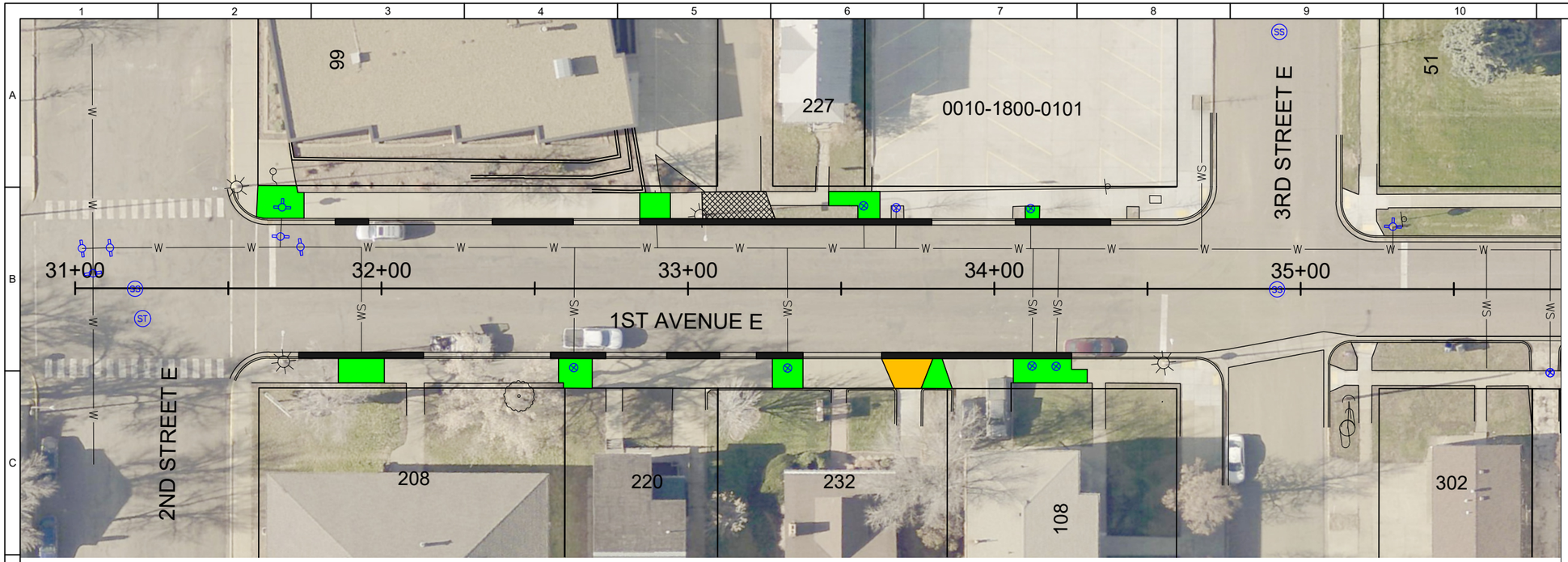

LEGEND

- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- NON-SID CURB & GUTTER
- NON-SID CONCRETE
- BOULEVARD RESTORATION
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING CURB STOP
- EXISTING MANHOLE
- EXISTING INLET
- EXISTING WATERMAIN

N

0 20' 40'

SCALE: 1 INCH = 40 FEET

PRELIMINARY NOT FOR CONSTRUCTION

REVISIONS

Issue #	Description	Date

CITY OF Dickinson North Dakota

2027 WATERMAIN REPLACEMENT PROJECT
SPECIAL IMPROVEMENT DISTRICT 202703-01
1ST AVENUE E

Apex Engineering Group
Bismarck - Detroit Lakes - Dickinson - Fargo - St. Cloud
204 Sims Street, Suite # 201
Dickinson, North Dakota 58601
Office: 701-264-3939
www.apexenggroup.com

Project #: 25.107.0241
Date: August 2026
Drawn By: CK
Checked By: JSK
Approved By: SS

Sheet:

SID-3

N:\Projects\2025\25.107.0241 DIK – 2027 Watermain Replacement Project\Design\Dwgs\25.107.0241–SID.dwg

City of Dickinson - 2027 Watermain Replacemetn Project
SID No. 202703-01

PARCEL ID	PLAT NAME	OWNER	HOUSE #	STREET	Legal Description	Removal of Concrete (SY)	Concrete Sidewalk 4" (SY)	Concrete Driveway 6" (SY)	TOTAL ASSESSMENT BY PARCEL
0010-1500-1100	DICKINSON ORIGINAL PLAT	VASQUEZ, ERIKA P.	205	2ND AVENUE W	LOTS 11 & 12, BLOCK 15, ORIGINAL PLAT	11.3	11.3	-	$ 1,864.50
0010-1500-1000	DICKINSON ORIGINAL PLAT	VASQUEZ, ERIKA P.	209	2ND AVENUE W	S1/2 LOT 9, ALL LOT 10, BLOCK 15, ORIGINAL PLAT	14.5	14.5	-	$ 2,392.50
0010-1500-0700	DICKINSON ORIGINAL PLAT	HOME SPECIALISTS GROUP, LLC	217	2ND AVENUE W	LOTS 7 & 8, N1/2 LOT 9, BLOCK 15, ORIGINAL PLAT	15.3	9.0	6.3	$ 2,776.50
0010-1500-0500	DICKINSON ORIGINAL PLAT	B. P. MARSH RENTALS, LLC	229	2ND AVENUE W	LOTS 5 & 6, BLOCK 15, ORIGINAL PLAT	5.0	5.0	-	$ 825.00
0010-1500-0300	DICKINSON ORIGINAL PLAT	WEINBERGER, FLORENCE W.	235	2ND AVENUE W	LOTS 3 & 4, BLOCK 15, ORIGINAL PLAT	6.4	6.4	-	$ 1,056.00
0010-1500-0100	DICKINSON ORIGINAL PLAT	VANOSDOL, HALEY	245	2ND AVENUE W	LOTS 1 & 2, BLOCK 15, ORIGINAL PLAT	12.9	12.9	-	$ 2,128.50
0010-1600-1300	DICKINSON ORIGINAL PLAT	DICKINSON PUBLIC LIBRARY FOUNDATION			W98' LOTS 13-15, BLOCK 16, ORIGINAL PLAT	28.8	28.8	-	$ 4,752.00
0010-1600-1600	DICKINSON ORIGINAL PLAT	CITY OF DICKINSON	139	3RD STREET W	LOTS 16 - 24, BLOCK 16, ORIGINAL PLAT	33.8	33.8	-	$ 5,577.00
0060-0200-0500	HILLIARD & MANNING FIRST	HERMANSON, COREY & KAYLEE	611	2ND AVENUE W	LOTS 5 & 6, BLOCK 2, HILLIARD & MANNING ADDITION	22.8	-	22.8	$ 4,674.00
0060-0200-0400	HILLIARD & MANNING FIRST	PRCHAL, CHRISTOPHER R.	619	2ND AVENUE W	LOT 4, BLOCK 2, HILLIARD & MANNING ADDITION	42.2	23.6	18.6	$ 7,707.00
0060-0200-0300	HILLIARD & MANNING FIRST	CARLSON, JANELLE	627	2ND AVENUE W	LOT 3, BLOCK 2, HILLIARD & MANNING ADDITION	47.9	19.3	28.6	$ 9,047.50
0060-0200-0200	HILLIARD & MANNING FIRST	SCHWARTZ, JERRY D CONSTRUCTION LLC	635	2ND AVENUE W	5' X 70' & S13' LOT 1, ALL LOT 2, BLOCK 2, HILLIARD & MANNING ADDITION	63.4	3.2	36.6	$ 8,385.00
0060-0200-0201	HILLIARD & MANNING FIRST	SCHWARTZ, JERRY D CONSTRUCTION LLC	639	2ND AVENUE W	5' X 70' & S13' LOT 1, ALL LOT 2, BLOCK 2, HILLIARD & MANNING	21.4	-	-	$ 321.00
0060-0200-0101	HILLIARD & MANNING FIRST	SCHWARTZ, JERRY D CONSTRUCTION LLC	645	2ND AVENUE W	N37' LOT 1 LESS SE 5' X 70', BLOCK 2, HILLIARD & MANNING ADDITION	-	-	-	$ -
0060-0300-0700	HILLIARD & MANNING FIRST	SWANSON, BRYAN & RUDIE	146	6TH STREET W	LOTS 7 & 8, BLOCK 3, HILLIARD & MANNING ADDITION	27.2	16.1	11.1	$ 4,932.00
0060-0300-0900	HILLIARD & MANNING FIRST	SADOWSKY, ALAN G. & REBECCA	622	2ND AVENUE W	LOT 9, BLOCK 3, HILLIARD & MANNING ADDITION	23.0	9.7	13.3	$ 4,327.00
0060-0300-1000	HILLIARD & MANNING FIRST	LAMPL, KARL EMMANUEL	628	2ND AVENUE W	LOT 10, BLOCK 3, HILLIARD & MANNING ADDITION	13.5	7.9	-	$ 1,387.50
0060-0300-1100	HILLIARD & MANNING FIRST	LONG, LEVI L. & KATHERINE A.	638	2ND AVENUE W	LOT 11, BLOCK 3, HILLIARD & MANNING ADDITION	16.9	8.7	-	$ 1,558.50
0060-0300-1202	HILLIARD & MANNING FIRST	RENES, MICHAEL	646	2ND AVENUE W	W88.5' LOT 12, BLOCK 3, HILLIARD & MANNING ADDITION	16.8	8.3	-	$ 1,497.00
0010-1800-1900	DICKINSON ORIGINAL PLAT	SOUTHWEST ART GALLERY AND SCIENCE CENTER	99	2ND STREET E	LOTS 19-24, BLOCK 18, ORIGINAL PLAT	27.0	27.0	-	$ 4,455.00
0010-1800-0103	DICKINSON ORIGINAL PLAT	WHITE, CAROLYN TRUE BRIGHT	227	1ST AVENUE E	S30' LOTS 1-5, S30' E7' LOT 6, BLOCK 18, ORIGINAL PLAT	7.1	7.1	-	$ 1,171.50
0010-1800-0101	DICKINSON ORIGINAL PLAT	CITY OF DICKINSON		1ST AVENUE E	N102' LOTS 1-5, LOT 6 LESS E7' S30', BLOCK 18, ORIGINAL PLAT	7.1	7.1	-	$ 1,171.50
0010-1900-1300	DICKINSON ORIGINAL PLAT	RODAKOWSKI, NOEL R.	208	1ST AVENUE E	LOTS 13-16, BLOCK 19, ORIGINAL PLAT	15.3	15.3	-	$ 2,524.50
0010-1900-1700	DICKINSON ORIGINAL PLAT	CARPENTER, PATRICIA	220	1ST AVENUE E	LOTS 17 & 18, BLOCK 19, ORIGINAL PLAT	9.6	9.6	-	$ 1,584.00
0010-1900-1900	DICKINSON ORIGINAL PLAT	J. & D. SCHWARTZ REV LIVING TRT	232	1ST AVENUE E	LOTS 19-21, BLOCK 19, ORIGINAL PLAT	31.6	17.9	13.7	$ 5,762.00
0010-1900-2200	DICKINSON ORIGINAL PLAT	FMJ PROPERTIES LLC	108	3RD STREET E	LOTS 22-24, BLOCK 19, ORIGINAL PLAT	19.3	19.3	-	$ 3,184.50
					Total Assessment Items:	**540.1**	**321.8**	**151.0**	**$ 85,061.50**

Special Assessment Policy

City of Dickinson, ND

Approved: July 7, 2026

Effective: July 7, 2026

TABLE OF CONTENTS

1.0 INTRODUCTION

1.1 PREFACE

Chapter 40 of the North Dakota Century Code authorizes cities in North Dakota to use special assessments as a method to fund public improvements, such as water supply systems, sewer systems, streets, flood protection, sidewalks, trees, storm sewers. According to N.D.C.C. 40-22-01.2, cities with a population exceeding 10,000 population shall adopt written policies which will be applied for cost allocation among properties benefitting by a special assessment project. This special assessment policy is intended to provide guidance to the City of Dickinson (City) Staff, Special Assessment Commission, and City Commission. In accordance with the N.D.C.C., the City will levy and apportion special assessments in a reasonable, equitable manner consistent with the procedural process and substantive case law governing the levy and apportionment of the special assessment as determined by the North Dakota Supreme Court.

The City utilizes special assessments as a method to pay for public improvements that affect benefiting properties. Improvements in the public right-of-way and dedicated public easements are considered public improvements if they meet the City's design standards. The costs of the improvements are allocated to the parcels/lots that benefit from these improvements.

1.2 PURPOSE AND RESPONSIBILITIES

The City recognizes that each and every special assessment district and the properties therein can have unique facts and circumstances and the methodologies set forth herein is intended to provide guidance to the City of Dickinson Staff, Special Assessment Commission, and City Commission.

1.3 USE OF THE SPECIAL ASSESSMENT POLICY

The special assessment policy is intended to be used for standardization of special improvement district creation and scope of work and cost allocation. As a result, the City of Dickinson Staff, Special Assessment Commission, and City Commission may deviate from this Special Assessment Policy if the facts and/or circumstances warrant such departures.

The project special assessment scopes of work that are included in the special assessments to the parcel/lot owners are: sidewalks along the parcel/lot frontage – both new and repair and/or replacements, driveway approaches to the right-of-way limits – both new and repair and/or replacements. Sidewalks and driveway approaches that are required to be removed and replacement due to the replacement of existing underground infrastructure is to be included. Settlements and/or heaves in sidewalks and driveway approaches are included in the special assessments.

The project special assessment scopes of work that are not included in the special assessments to the parcel/lot owners are: Americans with Disabilities Act (ADA) pedestrian ramps – including the required sloping to catch grade to the sidewalks and/or driveway approaches, where new

engineering attributes are being added such as: new storm drain mains and inlets, new water mains and appurtenances, new sanitary sewer mains and appurtenances.

Typically, projects eligible for Federal Highway Administration urban funding and/or urban regional funding have not utilized special assessments to the parcel/lot owners. These are roadways classified with as Collector, Minor Arterial, and Principal Arterial.

Where at the discretion of the City Engineer, some Collector streets that include large percentages of residential uses may be eligible to include the special assessments to the parcel/lot owner as described above.

Also, where at the discretion of the City Engineer, sidewalk installation is not feasible or deemed a sidewalk to nowhere are not to be mandated to be installed.

1.4 PROCEDURES

This special assessment policy is not intended to limit innovation or creativity, particularly when such efforts result in more efficient solutions. Departure from the required standards shall be determined by the City Engineer on a per project basis.

1. Interest Rate Determination
    a. For all special assessment districts proposed for the following year's construction season, the average daily 10-year Treasury Yield interest rate for the month of September shall be calculated.
2. Order of Steps / Tasks
    a. Project Engineering Report – N.D.C.C.
        i. Benefits section to be reviewed by City Attorney annually
    b. SID Project Engineering Report Determination at Special Assessment Commission - N.D.C.C.
        i. Not a public hearing
    c. Project Frequently Asked Questions document – Optional, but City typically prepares and delivers this.
    d. Resolution to begin protest period at City Commission – N.D.C.C.
        i. Not a public hearing
    e. Legal advertisement for protest period – N.D.C.C.
    f. SID letter with parcel/lot estimate – N.D.C.C.
    g. SID Public Engagement Meeting – Optional, but the City provides this.
    h. SID Public Hearing to Determine Protests at City Commission – N.D.C.C.
        i. SID Protest Information – Parcel ID and Parcel/Lot acreage and totals
    i. If SID is approved, the City Engineer is authorized to proceed with finalizing the project plans and specifications, and the project will be put out to bid.
    j. SID Post Construction Actuals letter – Optional, but the City provides this.
    k. SID Assessment Certification to Stark County – N.D.C.C.

i. Due by October each year. The City of Dickinson must provide the prior year's construction season assessment certification by October of the following year after construction has concluded.

1.5 BENEFITS

The special assessment for each parcel/lot may not exceed the amount of benefit received by that particular parcel/lot.

Utility System Improvements

There are many benefits to a publicly operated water system for an urban community. The water treatment and distribution systems ensure a consistent, reliable supply of potable water to residential, commercial, and industrial properties, meeting the diverse needs of the population. The system is centrally maintained by municipal authorities, who are responsible for inspections, repairs, and upgrades, ensuring water quality and reducing the burden on individual property owners. Water distribution systems are designed to handle varying demand levels, making them scalable to accommodate population growth and future urban development. Additionally, they enhance public health and safety by providing a clean and safe water supply, crucial for drinking, sanitation, and fire protection services. A water distribution system thus increases property values and supports the economic growth of a community by offering dependable and long-term access to clean water, which is essential for both daily life and business operations.

The alternative to a municipal water distribution system is the use of individual wells. However, individual wells pose several challenges, particularly in urban areas. Wells require significant space for installation, making them impractical in densely populated neighborhoods. Moreover, the quality and quantity of water from individual wells can vary depending on local groundwater conditions, often requiring additional filtration systems or treatment to ensure safe drinking water. Wells also place the maintenance responsibility entirely on property owners, including costs related to water testing, pump maintenance, and potential repairs. Given these limitations, individual wells are not a practical solution within city limits, but they can be used as a cost benchmark for quantifying the expenses property owners would face in the absence of a water distribution system.

Owning and maintaining a well system over 25 years comes with a variety of expenses. These include:

- Installation Costs
- Pumping and Routine Maintenance
- Repairs and Component Replacement
- Electricity Costs
- System Failure or Well Replacement

The capital and maintenance costs of a well system would cost at least $30,000 and upwards to $100,000 depending on many variables.

A failed water main system can cause significant damage to properties, potentially resulting in structural damage and loss of personal belongings. It is important to note that the water distribution system costs within the Special Improvement District are not being assessed to property owners which further increases the benefits to the property owners.

Roadway Paving and Incidentals

Roadway pavement is essential to ensuring safe and efficient transportation within urban communities. A well-maintained paved road network improves vehicle and pedestrian safety by providing a smooth, stable surface that reduces the risk of accidents and vehicle damage caused by uneven or unpaved roads. Proper pavement also improves traffic flow, reducing congestion and travel time for residents and businesses, thereby enhancing overall quality of life. Additionally, paved roads are more durable and resilient to weather conditions, preventing issues like erosion, dust, and water pooling, which can degrade unpaved surfaces over time and lead to costly repairs.

Unpaved roads, while potentially less costly to install initially, are impractical in urban environments due to their high long-term maintenance costs, susceptibility to weather damage, and poor durability under heavy traffic. Unpaved roads require frequent grading to remain passable, and they deteriorate quickly in adverse weather, leading to erosion, dust, and potholes. These factors not only increase ongoing maintenance costs but also result in poor road conditions that can negatively impact property values, vehicle repair costs, and public safety. While unpaved roads are not a practical solution for urban areas, they serve as the only feasible alternative for comparison in evaluating the costs and benefits of paved road improvements within urban improvement districts. Unpaved roadways do not meet the International Fire Code within urban areas.

Unpaved roads require significant ongoing maintenance to keep them functional. Over a 25-year period, the costs of maintaining an unpaved roadway include regular grading, dust control, erosion management, and resurfacing. Below is a breakdown of key expenses: Initial Installation, Costs, Routine Maintenance, Grading, Dust Control, Resurfacing, Vehicle Damage, and Safety Implications. Additional costs to consider are related to delay time to the average use of the roadway.

Pavement preservation is a proactive approach that involves a series of low-cost, preventative maintenance treatments aimed at protecting our roadway network, extending pavement life, and meeting the needs of our citizens. While no pavement lasts forever, the timely application of these treatments can significantly extend the lifespan of the pavement, resulting in substantial cost savings.

The following pavement rehabilitation strategy is from the City of Dickinson's 2023 Pavement Management Report (MDS Technologies, Inc., February 1, 2024):

Rehabilitation Programs and Budget Analysis

Effective management of a pavement network involves understanding how pavements deteriorate over time and applying appropriate maintenance and rehabilitation treatments at critical times in the life of a pavement to minimize the long-term cost of maintaining the network at a desirable condition level. The concept of pavement management is illustrated in Figure 4 below. Figure 4 shows that pavements typically do not deteriorate linearly. A pavement may experience only a 40 percent drop in quality over the first 70 percent of its life. During this time the life of a pavement may be extended significantly through the periodic application of relatively low-cost maintenance treatments. This is represented by the "shark-fin" shaped curve in the upper-right of the figure.

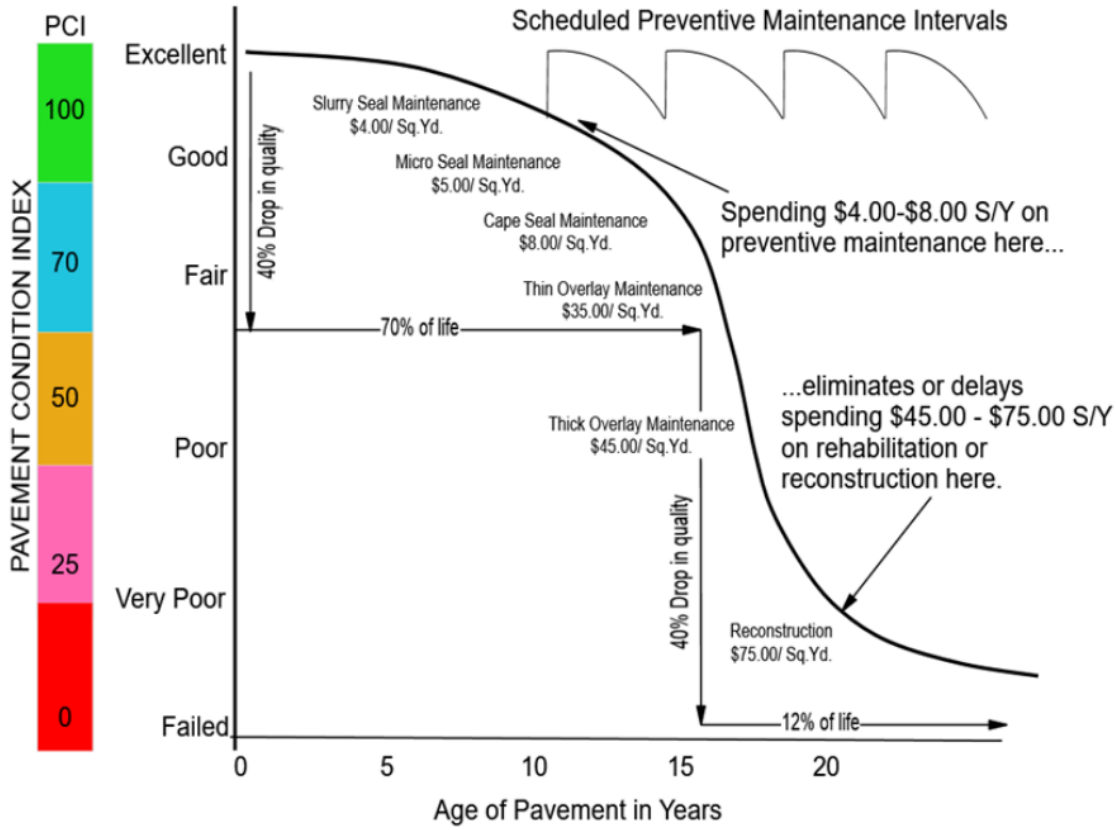

Figure 4: Pavement Management Concept and Effect of Timely Maintenance

A failed roadway system not only requires costly repairs but also lead to indirect expenses for road users, including vehicle damage, increased fuel consumption, and more frequent maintenance needs. By implementing timely pavement preservation projects, smoother road surfaces are maintained, reducing these additional costs for the adjacent landowners. The pavement within the Special Improvement District existed prior to this project. However, the

improvements are necessary due to required water system improvements. It is important to note that the surface costs within the Special Improvement District are not being assessed to property owners which further increases the benefits to the property owners.